

VoiceThread

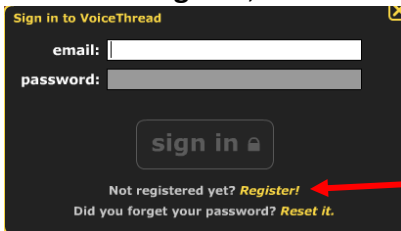
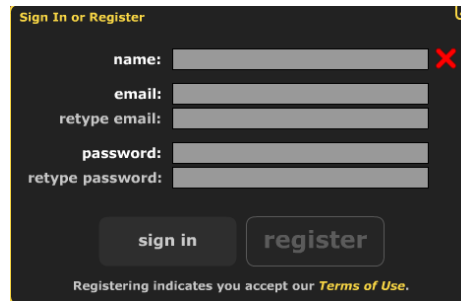
<http://voicethread.com>

Sign Up

The first step to using VoiceThread is signing up for an account. Click the register button in the top right corner.

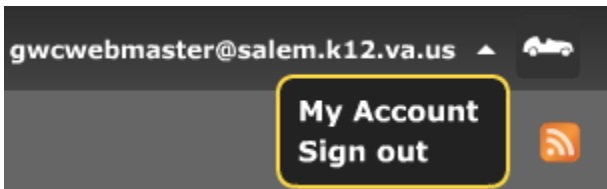


Then click **Register**, and fill out the information and click **register**.

A "Sign in to VoiceThread" form with fields for "email:" and "password:". Below the fields is a "sign in" button. At the bottom, it says "Not registered yet? Register!" and "Did you forget your password? Reset It." with a red arrow pointing to the "Register!" link.A "Sign In or Register" form with fields for "name:", "email:", "retype email:", "password:", and "retype password:". Below the fields are "sign in" and "register" buttons. At the bottom, it says "Registering indicates you accept our Terms of Use." with a red 'X' mark next to the "name:" field.

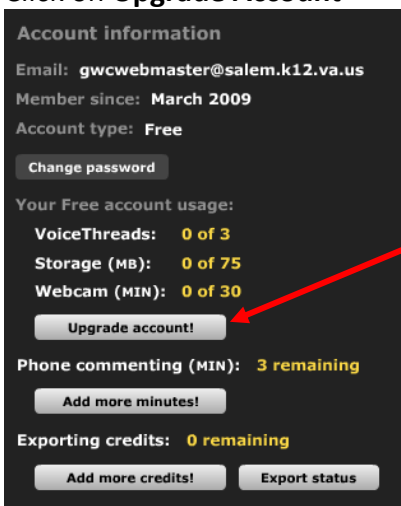
Upgrade to an Educator Account

To upgrade to an Educator Account, click on the arrow beside the login name and select **My Account**:



Educator accounts allow Voicethread users to create an unlimited number of threads that include an ~~unlimited~~ number of comments for free. Without an educator account, free users will be limited to 3 Voicethread presentations.

Click on **Upgrade Account**

An "Account information" page showing details for "gwcwebmaster@saalem.k12.va.us", member since March 2009, and account type "Free". It lists usage: "VoiceThreads: 0 of 3", "Storage (MB): 0 of 75", and "Webcam (MIN): 0 of 30". Below this is an "Upgrade account!" button with a red arrow pointing to it. Other options include "Change password", "Add more minutes!", "Exporting credits: 0 remaining", "Add more credits!", and "Export status".

Choose K-12



Choose Free Educator by clicking **Apply**

K-12 Pricing Options & Features	Class Subscription	Pro Educator	Free Educator
Create student accounts (email optional)	Yes, up to 100	no	no
Custom Ed.VoiceThread web address for publishing work	Yes	no	no
View/Edit/Delete student work	Yes	no	no
Manage students	Yes	no	no
Work in accountable K-12 environment, Ed.VoiceThread	Yes	Yes	no
Create Groups	Yes	Yes	no
Archival Exports	30/year or 3/month	3	no
Storage	10 GB + 400 MB/student	10 GB	2 GB
VoiceThreads	Unlimited + 15/student	Unlimited	Unlimited
Cost	\$60/year or \$10/month	\$10 one time	Free
	<input type="button" value="Purchase"/>	<input type="button" value="Purchase"/>	<input type="button" value="Apply!"/>

Fill out the form and click **apply**.

VoiceThread for K-12

name:

subject areas:

grade:

school name:

school website:

school address:

school country:

school zip:

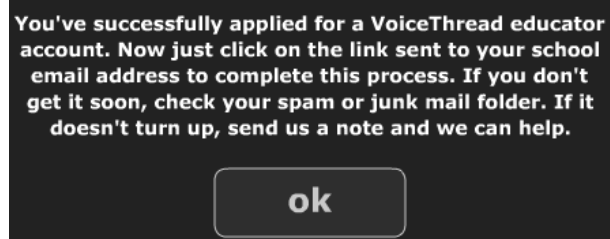
school email:

retype school email:

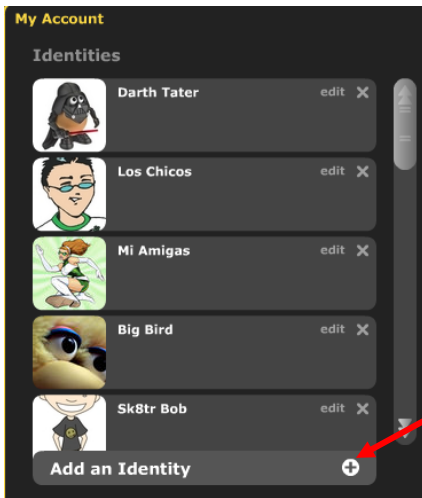
apply

cancel

You will receive a confirmation. Check your email to complete signing up for an Educator Account.

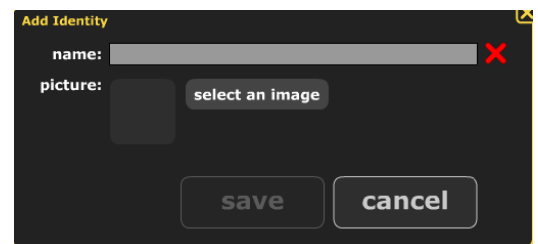


Adding an Identity



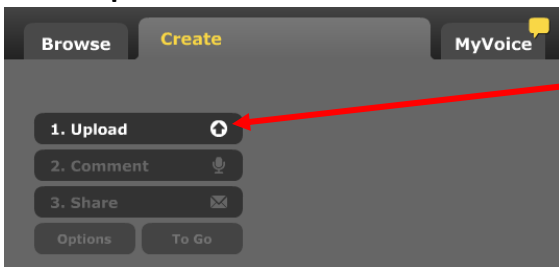
A list of identities that you have already created will appear. Select **Add an Identity** from the bottom of this list:

Enter a name and then upload an image for your new identity. Then, select **Save**. Your new identity will be added to the list of identities that you've already created.



Uploading and Organizing Images

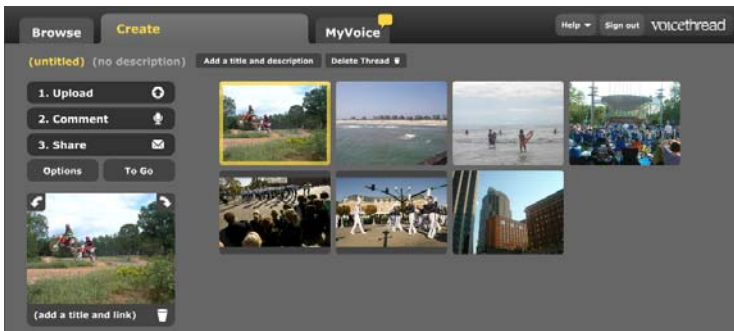
Select **Upload** from beneath the **Create** tab in your Voicethread account:



Then, select the location where the images for your Voicethread presentation are currently stored:



After selecting your images, Voicethread will automatically add them to a working window for your current presentation. From this window, you will arrange your images in a logical order and add titles or weblinks to individual images:



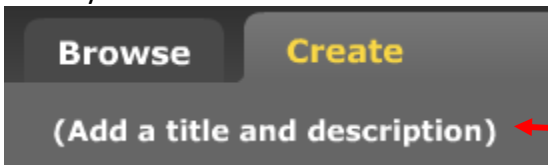
To manipulate an individual image, click on it in your working window. A yellow frame will appear around the selected image, and a thumbnail will appear in the bottom left hand corner of the working window:

Images bordered by a yellow frame can be repositioned in your presentation by left-clicking and dragging to a new location.

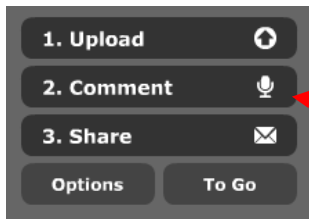
By selecting **Add a Title and Link** beneath the thumbnail of your chosen image, you can add both a title and an external weblink to each picture that will be visible in your final presentation.



To finalize your initial presentation, select **Add a Title and Description** from the top of the working window to name your Voicethread and to add a narrative that will make your work stand out in the Voicethread catalog.



Recording Audio Comments



To add audio comments to your presentation, begin by selecting the **Comment** button from the main working window toolbar:

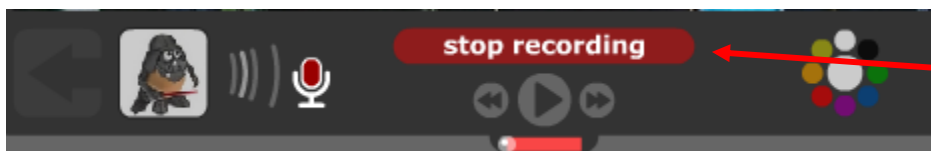


Your first image will appear above a commenting toolbar:

To add an audio comment, select the **Record** button found in the commenting toolbar at the bottom of your image. The first time that you insert an audio comment, you will be asked to give Voicethread access to your microphone:



When you are finished recording your audio comment, select **Stop Recording**:



Your recorded comment will then be played back for your approval. If you are satisfied with its quality, select **Save**. If you'd like to re-record, select **Cancel**:

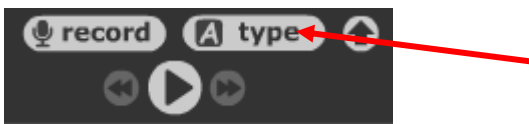


Each new comment is identified by an icon in the sidebar of the image. When a comment is being played, a speech bubble appears above the icon of the identity that added the comment:



Recording Text Comments

To add a text comment, select **Type** from the commenting toolbar at the bottom of each image:



After selecting Type, a speech bubble will appear above icon representing the identity of the commenter. Begin typing a written comment into the speech bubble and select **Save** from the commenting toolbar. Your comment will automatically be added to the image—and icon will appear in the sidebar.



the
then
your

Switching Identities

When adding comments to an image that other users have already visited, it is important to select a new identity to make your comment stand out as unique. To switch identities, begin by clicking the identity icon found in the bottom left hand corner of the commenting toolbar:



You will be given a list of every identity associated with the Voicethread account that you have logged in with. Simply select an icon that hasn't been used yet and begin recording:

Navigating through a Presentation

There are two ways to navigate through a Voicethread presentation. First, you can use the block arrows found in the corners of the commenting toolbar to move through the Voicethread in sequential order:



You can also click on the thumbnail images found in the bottom right hand corner of the commenting toolbar to move through the Voicethread in a non-sequential order:

